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ABSTRACT

This comprehensive handbook offers detailed instructions for accessing the current performance of--and setting objectives for--school library media programs. Useful for both practicing school library media teachers and those in training, this manual shows how to identify problems and potentials, set goals and objectives, structure evaluation plans, and initiate improvements to school library media programs. The book is divided into three parts: Part 1: "Shared Responsibilities"; Part 2: "Evaluation Modules"; and Part 3: "Appendixes." Topics covered include evaluating the role of administrators and other staff, which includes assessing both administrative functions (budgeting, ordering and processing, facilities, library policies, scheduling, school/public library cooperation) and collection management responsibilities (collection development and integration, censorship policies, layout of materials, overdues, and losses). Other important evaluation measures include instructional elements (student learning and library staff's professional development), and technology (purchase and use of computer hardware and software). Ideal for structuring evaluation plans and as a text for education instructors, this practical guide also contains appendixes with sample evaluation forms, sample job descriptions, student evaluation questionnaires, access to networks, American Library Association (ALA) documents, American Association of School Libraries (AASL) position papers, a glossary of terms, and an index. (AEF)

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